



HANDWRITTEN VERSION
FOR MYC SECRETARY
TO USE AT MEETINGS

MINUTES FOR

Date: 11/8/15, 2015

☐ Commission Meeting ☐ Executive Meeting ☐ Other _____

Location: ☒ Parks Administration, 717 W. Main St.

☐ Other _____

Attendance: 25 (count # of people in room) Meeting Started: 6:30 p.m.

CHECK ALL THAT APPLY (use back side, if need more space)

☐ Call to Order

☐ Minutes from previous meeting on: _____

☐ Motion to approve ☐ Seconded ☐ Passed ☐ Failed ☐ Unanimously ☐ _____ for/against _____

Reports by: ☐ Officers, ☐ Committees, ☐ Staff, ☐ Other _____

Summary:

☐ Guest Speaker Name: Mr Leblanc (Patrick Leblanc)

Title: Suicide; Identifying suicide indication

Organization: Jason Foundation

Topic: _____

☐ Agenda Item: _____

Action Needed: _____

Motion: _____

☐ Motion to approve ☐ Seconded ☐ Passed ☐ Failed ☐ Unanimously ☐ _____ for/against _____

☐ Agenda Item: Volunteer opportunities Naturalfit
Action Needed: (daddy daughter)
We need volunteers.

Motion: _____

☐ Motion to approve ☐ Seconded ☐ Passed ☐ Failed ☐ Unanimously ☐ _____ for/against _____

☐ Agenda Item: Self defense clinic
Action Needed: people to attend

Motion: _____

☐ Motion to approve ☐ Seconded ☐ Passed ☐ Failed ☐ Unanimously ☐ _____ for/against _____

☐ New Business: _____
Action Needed: _____

Motion: _____

☐ Motion to approve ☐ Seconded ☐ Passed ☐ Failed ☐ Unanimously ☐ _____ for/against _____

☐ Other Items _____
Action Needed: _____

Dismiss:

☐ Motion to approve ☐ Seconded ☐ Passed ☐ Failed ☐ Unanimously ☐ _____ for/against _____

Meeting Ended: _____ p.m.

Next Meetings:

☐ Executive Date: _____ Time: _____ to _____
Location: _____

☐ Commission Date: _____ Time: _____ to _____
Location: _____

☐ Event Date: _____ Time: _____ to _____
Location: _____

Minutes Submitted By:

Secretary (signature)

Date: _____

